

2009

Centennial Library 2008-2009 Annual Report

Cedarville University

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**Centennial Library
Cedarville University
Annual Report
2008-2009**

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**Centennial Library
Cedarville University
Mission Statement**

In their service to the University community and support of the mission of Cedarville University, it is the Mission of the staff of the Centennial Library to demonstrate leadership in providing for our users an effective gateway to the world of information access and use. Within this mission the goals of the Library are:

- to develop collections and access to resources that meet the program support needs of its academic community.
 - to design and deliver services that empower its users to utilize information resources and technologies independently, critically, and efficiently.
 - to provide a physical and personal environment that enhances the educational experience.
 - to invest resources in the provision of adequate staff who are properly oriented, trained, developed, and evaluated.
 - to participate in the broader regional, national, and international resource sharing community.
 - to advance the image and awareness of the Library, its resources, its services, and its staff.
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**Centennial Library
Cedarville University
Vision Statement**

The Vision for the Centennial Library at Cedarville University is to pursue excellence as an advanced multi-media information resource center with a pervasive presence in our academic community. To this end, we will strive:

- *to pursue the employment and development of skilled information, media, and service specialists.*
- *to assure a balanced multi-format, multi-sourced information resource environment.*
- *to advance aggressive user education and instructional design support programs.*
- *to cultivate a progressive, change-oriented administrative and operational climate.*

**Centennial Library
Cedarville University
Annual Report, 2008/2009**

Selected Accomplishments

STAFF

Library staff member presents on national webinar

Scott Deetz, *AV Services Manager*, was one of two presenters on a national Webinar sponsored by Crestron, and hosted by University Business Magazine. He and another presenter from Cornell University talked about the Crestron control systems which are installed in classrooms and other instructional settings to manage the technology and lighting options available in classroom settings. In the context of Cedarville's experience, Scott discussed the Crestron RoomView system and its usefulness in maintaining classroom support and how standardizing control panels helps the instructors move from one classroom to the next more easily. Following the presentations, the audience had an opportunity to ask questions on-line. Scott has recently completed the Configuration of Crestron Systems certification through the Crestron Technical Institute.

Two library faculty members published

Greg Martin, *CMC Librarian*, had an article published and **Julie Deardorff**, *Director of Library Collection Services*, broke into print in co-authoring a chapter with her husband, Don, Professor of English, in a book which he edited. Greg's article, "The Care and Feeding of Library Student Assistants, was published in the Volume 15 (2) issue of The Christian Librarian: Journal of the Association of Christian Librarians and documents the student assistant employment program at the Centennial Library. Julie and Don Deardorff wrote the chapter, "Escaping the Gender Trap: Sport and the Equality of Christ," which is part of the book entitled, The Image of God in the Human Body: Essays on Christianity and Sports edited by Don Deardorff and John White, Assistant Professor of Bible at Cedarville.

Library faculty member promoted

Julie Deardorff, *Director of Library Collection Services*, was promoted, by approval of the Board of Trustees in January, from Assistant to Associate Professor of Library Science effective July 1, 2009. In leading one of the three Centennial Library departments, Julie's primary role is working with faculty to build the Library collection, assuring that appropriate resources are available in a timely manner and accessible to faculty and students. As part of this collection-building role, Julie serves on the University Curriculum Committee. Julie's more recent passion has been the Library's career development program in library science, designed to increase awareness on the Cedarville campus about the Library science career and recruit students who show an interest in pursuing professional Library service. Of special interest has been Julie's

leadership in designing and directing the Library internship program which allows Cedarville students to explore the Library profession by enrolling in an independent study for a semester with in-depth work in all phases of the Centennial Library operation.

Library team recaptures cardboard canoe race trophy with fastest time of the day.

A cardboard canoe representing the Library returned to the waters of Cedar Lake during the Engineering Department's annual cardboard canoe race, held on Friday, October 3rd. Having lost the department trophy the previous year, the team of builders and rowers was determined to regain the trophy. Nine student Library assistants under the direction of **Becky Hayes**, *Circulation Services Manager*, designed and built the Library's entry. The well-built cardboard canoe, expertly paddled by two student Library assistants, Aaron Ikehara and Valentina Blackburn, not only completed the entire course but did it in the fastest time of the day, winning back the University departmental competition trophy

Library book cart drill team delights those at the homecoming parade

On Saturday, October 4th, the **Centennial Cartwheelers** made their third appearance in the Homecoming parade. This book cart drill team entertained those along the parade route with the precision routines led by Sergeant Major **Andi Mounts**, *Assistant Circulation Services Manager*. The team was supported by a cast of Library personnel and family members who distributed candy along the route. The book trucks were re-engineered to look like Snoopy's dog house, with Snoopy as the Red Baron riding on top, wearing his aviator hat and goggles, his scarf flying in the wind. The cartwheelers were dressed with matching aviator hats and goggles with blue and white scarfs. This effort, directed by **Greg Martin**, *CMC Librarian*, involved several months of preparation, including drill team practices in the Library parking lot, costume design, the transformation of book trucks into flying dog houses, and the efforts of many on the Library staff.

SERVICES

Research competencies developed as student outcome measures

The Centennial Library's Public Services department has completed a set of learning outcomes that will serve as a guide for the development of research assignments at Cedarville University. Entitled "Research Competencies for Graduating Seniors," the document lists six major research abilities that all university students should be able to master by the completion of their undergraduate career.

Spearheaded by **Jeff Gates**, *Information Services Librarian*, and **Brent Etzel**, *Instructional Services Librarian*, the "Research Competencies" are part of a library initiative to serve the Cedarville students more effectively in research instruction.

These "Research Competencies", based in part on the "Information Literacy Competency Standards" published by the Association of College and Research Libraries (ACRL), also take into account the stated mission and objectives of Cedarville

University. Also being developed are a collection of sample assignments that address the research competencies effectively. The collection will be made available to classroom faculty seeking to develop research assignments of their own. The “Research Competencies” will also be shared with new faculty as part of their orientation to Cedarville.

Library scores high on Noel-Levitz student satisfaction survey

The results of the 2007 Noel-Levitz Student Satisfaction inventory indicated high satisfaction ratings for the Library and its services by our students. The Noel-Levitz survey “measures student satisfaction and priorities, showing ... how satisfied students are as well as what issues are important to them.” There are two survey questions that pertain to the Centennial Library. On the question of “Library resources and services are adequate.” Cedarville students rated its importance with a 6.03 (on a 7 point scale) and their satisfaction at 6.06. **This rating was the highest for all the CCCU schools participating in the survey.** Cedarville rated .62 higher than the CCCU average. The **Centennial Library came in second** of the CCCU schools with the question, “Library staff are helpful and approachable.” The importance of this item was 5.36 and the students were more than satisfied with a 6.07. This was almost a half a point (.44) higher than the CCCU average.

Library completes annual freshmen/senior library surveys in the Spring with significant response rates and high levels of satisfaction.

The Library has completed an annual freshmen and senior library use and satisfaction survey since 1994, only interrupted every 3 years by the use of the LibQUAL national library satisfaction survey which the Library first used in 2002. In 2008, new versions of the freshmen and senior surveys were used for the first time. This survey was again used in the Spring of 2009. Students are asked to complete the survey on-line with the use of a pop-up message. The response rate, very strong for the 2008/2009 survey, was 44% for freshmen and 46% for seniors. Overall satisfaction rates were very high. On a 1 to 7 scale, where 7 is “very dissatisfied” and 1 is “very satisfied,” the overall survey satisfaction score by freshmen was a 1.65 and by seniors was a 1.61.

AV Services is a major player in the technology installations in the new Center for Biblical and Theological Studies.

AV Services staff worked closely with Radiant technologies and Crestron in the planning, design, and installation of all the technology in the classrooms, the student collaboration rooms and the Biblical Heritage Gallery in the new CBTS. The completion of the project added 21 technology-equipped rooms and the Biblical Heritage Gallery to the inventory of rooms and installations maintained by AV Services. This was the first new construction project where AV Services personnel were involved from beginning to end, allowing for a smooth transition to regular operations once the building was opened.

RESOURCES

New database developed in the Curriculum Materials Center

On April 9, a new database went online that helps users locate Christian Education resources housed in the Centennial Library's Curriculum Materials Center. There are approximately 700 items in the ***Christian Education Resources Database***, which focuses on such items as children's and youth Bibles, activity and idea books, Christian children's books, children's devotional books, and much more. Users may limit their searches to eleven specific publishers if desired. All new Christian education resources will be added to the database as they arrive in the CMC. The database can be viewed and searched at

<http://www.cedarville.edu/academics/library/service/cmc/christed.cfm>

Three exhibits from the Library Special Collections comprise the year in the CBTS Biblical Heritage Gallery

Using items from the Library's special collections, three exhibits, one each for Fall, Spring, and Summer, were displayed in the Biblical Heritage Gallery in the new CBTS. The Fall exhibit was ***Born out of persecution: the history of the Early printed English Bible***; the Spring exhibit was ***Preserved by Hand: the Bible from Manuscript to Gutenberg***; and the summer exhibit was ***One nation under God: the Bible in early America***. The exhibits are designed, developed, and installed by **Lynn Brock**, *Dean of Library Services and University Archivist*, along with the assistance of a number of Library staff.

AWARENESS/EVENTS

Library participates in graduate school career link day and hosts library science career dinner

The Centennial Library once again hosted a table dedicated to graduate study in library science at the Career Services Social Services and Graduate School Career Link program. The event was held on Friday, November 7, 11:00 a.m. - 2:00 p.m., on the upper level of the SSC. The University Librarians provided information about graduate schools which offer an American Library Association accredited master's degree in library science and about various types of library careers.

The Centennial Library's third annual dinner and program for students interested in library science careers was held on November 10 in the Stevens Student Center. Students had an opportunity to mingle with University and area librarians as well as current graduate students to give perspective about library careers and graduate school programs. Following the dinner two presentations were made. The first was by senior English majors April Price and Sharon Waltz, sharing their experiences from their Fall semester library internship. The second presentation was by Sarah (Brahler) Clark, a 2007 Cedarville Criminal Justice major who is currently enrolled in the Graduate

Library School at Kent State University and works in the University Advancement division, sharing her career decision path and information about her first semester in graduate school.

Two Library student interns near completion of their semester's work

The Centennial Library internship program is designed to allow student participants to explore the library profession as a career choice. Interns participate in a variety of activities which allow them to become familiar with the operations and services of an academic library. They are also introduced to other types of libraries based on their personal interests. The internship is intended to help participants determine if their interest in the library field is strong enough to pursue a master's degree in library science (MLS), to gain experience which will help them in graduate school, and to make them more attractive in a competitive job market. The program was piloted in January 2007 with the first student

The Fall 2008 Centennial Library interns were senior English majors April Price and Sharon Waltz. Both are enrolled in English 4230: Independent Study-Library Science Internship, a 3 credit course. The interns are supervised by Julie Deardorff, Director for Library Collection Services. April and Sharon have both worked at the Centennial Library as Student Assistants for the past few years, April in the Curriculum Materials Center and Sharon in Circulation Services. The internship program allows them to build upon that experience through a variety of activities, projects, reading and writing assignments, and interactions with librarians and library staff. The program also includes attending a conference for academic librarians, taking field trips to school and public libraries, exploring what it means to be a Christian librarian, and examining current issues in the field.

CMC hosts author of children's books

Children's author and illustrator Will Hillenbrand visited the Centennial Library on November 13, 2008. Addressing approximately 30 students, faculty, and staff in the Curriculum Materials Center, Mr. Hillenbrand spoke about the importance of story in the lives of young people. Mr. Hillenbrand showed examples of his work and explained the processes by which he creates his stories and illustrations. A reception was held in the CMC following his presentation.

Two library graduate scholarships awarded

The ***Centennial Library Scholarship Award in Library Science*** was established in 1997 by the Centennial Library faculty to encourage and actively support the next generation of library and information specialists, and especially to encourage those who will fill the future library faculty ranks of Christian colleges and universities. The award is available to seniors or graduates enrolled for graduate study in library and information science. The first award was presented in 2000, and seven scholarships had been presented prior to this year. This year's recipients were **Sharon Waltz**, applying to the Clarion University Master of Library Science program in Pennsylvania,

and **Sarah Clark**, a 2007 Cedarville graduate, who is currently enrolled in the Kent State [Ohio] University Master of Library Science program. Sarah is presently working in the University's Advancement Division

Library activities celebrate National Library Week

The Centennial Library staff celebrated National Library Week focusing on the library as the ***Gateway to the World***. The week involved a number of activities including the annual used book sale, a celebration of "National Library Workers Day", a evening program of the telling of folk tales provided by Dr. Jim Phipps' Storytelling class, and the visit by the 1st grade classes from Cedar Cliff elementary enjoying a story time in the **Curriculum Materials Center** with stories being read by students from Dr. Tom Swigard's Children's Literature class. Other activities provided in the library were map and globe puzzles, the annual guessing jars packed with Chinese fortune cookies or gummy bunnies from the Czech Republic, and a book display featuring our world and international travel.

FACILITIES

Library exterior facelift completed

As students returned in the Fall, they found the Centennial Library in the midst of a major exterior grounds face-lift being completed in conjunction with the new Center for Biblical and Theological Studies. There were new walks and ramps, new steps, a new planting area and plaza, new exterior lighting, new glass in the vestibule, and new interior lighting in the vestibule. All of this was intended to provide better access and visibility to the Library entrance.

YEAR IN REVIEW

Staff Highlights

SELECTED FACULTY/STAFF ACCOMPLISHMENTS

- Six Library faculty and staff members completed University service milestones:
Scott Deetz, *AV Services Manager* - 10 years.
Michal Bader, *Cataloger* - 15 years
Lynne Funtik, *Reference Librarian* - 15 years
Luann Nicholas, *Interlibrary Services Coordinator* - 20 years
Fran Andrwes, *Office Manager* - 25 years
Lynn Brock, *Dean of Library Services* - 40 years
- Awarded a *Certificate of Recognition for Distinctive Service* to the **Library cardboard canoe race team**, under the leadership of Becky Hayes, Circulation Services Manager, in recognition of their enthusiastic and “pervasive” representation of the Library in designing, building, and racing a canoe in record time that returned the competition trophy to the Centennial Library.
- Presented the **SOAR award** [*Student Outstanding Achievement Recognition*] to a senior student Library assistant. The SOAR award is presented periodically to a student assistant who demonstrates leadership, creativity, service, initiative, or performance that exceeds the normal expectations of his or her job description. The award includes a bronze eagle, the placement of the recipient’s name on a master award plaque, and recognition in Library and campus publications. The recipient of this year’s SOAR award was **Aaron Ikehara**, a senior serving as a student manager in Circulation Services. He was recognized for his impeccable work ethic, always looking for ways to help, a great attitude and spirit no matter what is asked of him, and routinely going beyond what the job requires, all of this done with his ever-present smile.
- For the fourth year the **StAR award** [*Staff Achievement and Recognition Award*] was presented. The recipient, selected from nominations made by Library faculty and staff, is chosen by an awards committee using one or more of the following qualities:
 - ✓ provides quality service to staff and patrons with a spirit of Christian servanthood.
 - ✓ presents a favorable image of the Library both inside and outside the University.
 - ✓ demonstrates and encourages teamwork.
 - ✓ promotes a constructive and congenial work environment.
 - ✓ Seeks to be creative and innovative in job performance

The recipient of this year’s award was **Carl Brandon**, *Director of Library Media Services*.

- **Julie Deardorff**, *Director of Library Collection Services*, was promoted, by approval of the Board of Trustees in January, from Assistant to Associate Professor of Library Science effective July 1, 2009. **[See Selected accomplishments, p.3]**
- **Scott Deetz**, *AV Services Manager*, was one of two presenters on a national webinar sponsored by Crestron, and hosted by University Business Magazine. **[See Selected accomplishments, p. 3]**
- **Greg Martin**, *CMC Librarian*, had an article published and **Julie Deardorff**, *Director of Library Collection Services*, broke into print in co-authoring a chapter with her husband, Don, Professor of English, in a book which he edited. **[See Selected accomplishments, p.3]**
- **Library Student Assistants** worked 11,937, representing an equivalent of 5.7 full-time staff members. About forty percent of the Library's service hours are under the direct supervision of student assistants and their student shift leaders
- Graduated 9 senior Library student assistants.

FACULTY/STAFF TEAM

Provided service during the 2008/2009 academic year with the following faculty and staff:

Library Faculty:

Lynn A. Brock, M.L.S., Dean of Library Services, 1969-
 Jan M. Bosma, M.L.S., Associate Dean for Library Administration, 1982-
 Tonya Fawcett, M.L.S., Director of Public Services, 1993-
 Carl D. Brandon, M.A., Director of Media Services, 1992-
 Julie Deardorff, M.L.I.S., Director of Collection Services, 1996-
 Brent Etzel, M.L.S., M.A., Instructional Services Librarian, 2008-
 Lynne M. Funtik, M.L.I.S., Senior Reference Librarian, 1994-
 Jeff Gates, M.L.S., M.A., Information Services Librarian, 2007-
 Gregory A. Martin, M.M., M.L.I.S., Curriculum Materials Center Librarian, 2002-

Full-time staff:

Fran Andrews, Library Office Manager, 1981-
 Michal Bader, B.R.E., Cataloger, 1994-
 Tricia Clark, B.A., Public Services Technical Coordinator, 1997-
 Scott Deetz, B.A., AV Services Manager, 1999-
 Linda Divan, B.A., Library Systems Coordinator, 1977-
 Rebecca Hayes, B.A., Circulation Services Manager, 2006-
 Joshua Heinrich, B.S., MediaPLEX Multi-Media Consultant, 2005-
 Laura LeMaster, Serials Technical Assistant, 2005-

Rachel Johnson, Collection Services Technical Assistant, 2002-
Andrea Mounts, B.A., Assistant Circulation Services Manager, 2004-
Lori Myers, B.S., Media Services Office Coordinator, 2006-
Luann Nicholas, B.A., Interlibrary Services Coordinator, 1986-
Dianne Seals, B.A., MediaPLEX Graphics Consultant Assistant, 1993-
Patty Stutes, MediaPLEX Desktop Publishing Consultant, 1988-
Richard Williams, B.S., AV Services Technician, 2007-

Library Student Assistants:

44 Students

Service Highlights

ADMINISTRATIVE SERVICES

- The number of **electronic databases** available to our faculty and students numbers about 180. A total of 9 databases were added in 2008/2009. Most of these databases are provided through arrangements with OhioLINK. Searches performed by Cedarville students and faculty in the resources provided through OhioLINK, EBSCOHost and SIRS totaled 146,920. In addition, 7,772 **e-books** were downloaded, and 1,520 downloads were recorded from the **OhioLINK Digital Media Collection**.
- For the 16th year, continued to publish the **Centennial Library E-News**, distributed electronically to faculty and staff 4 times each academic year. The issues for 2008/2009 can be viewed on-line at <http://www.cedarville.edu/academics/library/about/cllibnews.htm>
- Technology was upgraded in two of the **Library group study rooms** with the addition of 32" wall-mounted LCD monitors connected to the installed computers. The other two group study rooms will be upgraded in a similar way in 2009/2010.

COLLECTION SERVICES

- Of the 209 teaching faculty, 152 (73%) participated in the **selection of materials for the Library collection** during the academic year, down slightly from 76 in 2007/2008. Departmental faculty participation levels varied from a low of 40% to a high of 100%. Those departments with a 100% participation were Biblical Studies, Language and Literature, and Social Work/Criminal Justice/Sociology.
- **Collection evaluation** projects continue in order to improve the relevance of the collection to current program needs. During 2008/2009, 6,682 titles were evaluated with 1,300 (20%) being withdrawn from the collection.

- 665 titles were added to the **Children's and Young Adults Literature Database** developed as part of the services of the Curriculum Materials Center. This brings the total items in the database to 5,467. The database can be viewed and searched at <http://www.cedarville.edu/cf/library/childlit/>

MEDIA SERVICES

- **Classroom technology installations** supported by AV Services continued to increase with the opening of the new Center for Biblical and Theological Studies, which added 21 media-enabled classrooms and collaborative areas to the inventory of technology venues, now numbering 142. In addition, technology equipment was upgraded in 10 classrooms in Milner, and the technology carts were re-engineered in 6 classrooms in the Stevens Student Center. A projection system was installed in ENS 241.
- AV Services completed 641 **equipment set-ups**, down 64% from 2007/2008. The significant drop was the result of SSC set-ups not being scheduled through AV Services, which caused some service problems. A solution has been implemented for 2009/2010.
- AV Services **classroom problem reports** totaled 780. Of these problems 54% were resolved by AV Services staff before 8:00 a.m. classes met. "Problems" can include training faculty on the spot to use the equipment, computer hardware or software difficulties, projector malfunctions, or audio difficulties. The plan was to have a database in place for the Fall of 2008 similar to the one used by Computer Services to allow for better tracking of problems and how they are corrected. Implementation has been delayed until 2009/2010.
- MediaPLEX staff provided 931 **check-outs of media equipment** to faculty, staff, and students, up 4% over 2007/2008. These included 229 video camera uses and 414 digital still camera uses.

PUBLIC SERVICES

- **OhioLINK PCirc direct borrowing** system continues to be an important part of resource access for Cedarville students and students across the state of Ohio. During 2008/2009, the Library had 18,265 PCirc transactions. Cedarville faculty and students borrowed a total of 7,553 items from other OhioLINK institutions, and those at other Ohio institutions borrowed 10,712 items from Cedarville. Since each PCirc transaction requires pulling and packaging Library materials twice (sending and receiving through the state-wide delivery system), the Interlibrary Services staff packed and unpacked a total of over 37,000 items during the academic year. *[See Table 1]*

- **Docutek electronic reserves system** experienced 7,999 “checkouts” by students, up 3% over 2007/2008. **Total reserve materials usage (print and electronic)** was 11,759.
- In addition to OhioLINK circulation transactions, handled a total of 1,636 lending and borrowing transactions in **Interlibrary Services**. Total transactions by Interlibrary Services, including OhioLINK, were 20,403, up 8.4% over 2007/2008.
- Reader Services staff scheduled and taught 78 **user education sessions**. The program serviced 35 faculty members in 10 academic departments and the graduate program, involving contact in these sessions with a total of 1,433 students, either in person or on-line. In addition, the CMC Librarian hosted a total of 25 classes, meeting in the CMC for orientation and instruction.
- For the first time in 4 years, had a full complement of Library faculty (4) serving at the Reference Desk. Providing **reference service** involves a variety of venues including standard reference service answering questions at point of need, “Ask-a-Librarian” on-line reference services, and Individualized Research Appointments (IRA). A total of 2,765 interactions were completed during 2008/2009. This year the Meebo widget was added to the Ask-a-Librarian web site so patrons could ask questions without having to load AIM or Yahoo Messenger. Of the total reference interactions, 50 were by e-mail, 70 by phone, and 33 by IM chat. The total interactions also included 50 extended IRA consultations, which consumed almost 120 hours of reference staff time.
- The Library orientation experience for freshmen called the **“Amazing Race”** drew 287 freshmen over a two-day period. The assessment of their experience indicated that 91.2% agreed with the statement that the program was helpful in introducing them to the Library services. An equal number, 91.2%, strongly agreed or agreed that the program was helpful in showing them the Library resources. Of those who evaluated their experience, 86% agreed that they enjoyed it. **[See Selected Accomplishments, page 5]**
- Celebrated **National Library Week** for the seventh year, with a number of activities and promotions, including the annual Library book sale. The book sale brought in \$1,621, most of which went to support the fund that provides resources for the Centennial Library Scholarship Award in Library Science. **[See Selected Accomplishments, page 3]**

Operations Highlights

ADMINISTRATIVE SERVICES

- Prior to the Spring semester, a **laser-activated computer-based entrance counter** was installed at the Library main entrance allowing us to count the number entering the Library each day and also to track by the half-hour (24/7) how many are in the building. During the Spring semester, over 41,000 entered the Library, averaging almost 2,500 per week.
- Completed the first draft of a **Library Emergency Response Manual**. The final draft will be completed during the Fall 2009 semester, followed by staff training.
- All **job descriptions** were reviewed and revised to comply with the request from Human Resources to standardize the format and submit updated version for their files.
- Continued the preparation of **Personal Work Development Plans** by all Library faculty and staff as part of our service quality and performance management program. All Library staff and faculty prepare and review annually Personal Work Development Plans as part of the *PASport Performance Assessment Program*.
- The annual investment in **electronic databases and full-text resources** has been rising rapidly over the last few years. Expenditures for 2008/2009 totaled \$163,684, up 2.8% over 2007/2008. **[See Table 4]**
- A total of 215 items and 20 file boxes of materials were added to the **Archives collection** including 12 books and media written or produced by Cedarville University faculty or alumni. **[See Annual Report of the University Archivist - Appendices]**
- Began the **scanning and digitizing** of the photos in the Harold Strowbridge Cedarville Ohio Collection, housed in the Archives, and prepared them for an on-line web site using OCLC ContentDM services.
- For the third time since 1996, upgraded to a new central processing unit for **the Innovative Interfaces Library system** housed in the Library [\$22,250]. This system runs all the ILL software for circulation, acquisitions, serials control, fund management, and operational management, as well as being the main interface with the OhioLINK central catalog system. Added 19,000 new bibliographic records to the system capacity.

- Continued the **upgrading of Library media equipment, library seating office furnishings and equipment, and computer equipment**. Using a combination of Library budget funds and general University funds, over \$ 56,376 was spent on computer, office, and media equipment. **[See Table 5]**. In addition, over 100 reading chairs were repaired and reupholstered in lieu of replacement. This project will continue into 2009/2010.

COLLECTION SERVICES

- Added 13,041 items to the **collection**, including 7,712 volumes to the book collection, 736 volumes to the bound periodical collection, 6,199 e-books, and 394 items to the media collection. **[See Tables 2 & 3]**
- During the fiscal year, 5,570 books and 349 media items were **purchased for the collection**. The average cost for a book was \$39.30, down 6.2% from the average of \$41.91 in 2007/2008.
- Expenditures for **Library materials** totaled \$ 583,908, up 1.3% over 2007/2008. **[See Table 4]**
- New **print periodical subscriptions** for the academic year totaled 19; 39 titles ceased publication, were discarded, or were discontinued, bringing the number of print subscriptions to 981. This number will continue to drop as we transition from print to on-line full-text for more titles in the collection.
- E-collection of on-line full-text resources continues to grow. E-books** now number over 20,000, and are all represented in the Library on-line catalog and accessible to students on-line. The Library spent over \$14,000 on e-books during 2008/2009. **E-journal access** now totals over 20,000 titles, primarily sourced from the OhioLINK Electronic Journal Center and EBSCO-Host. E-journal costs for the Centennial Library totaled over \$58,000 in 2008/2009. **E-media**, primarily in the form of streaming video programs, now totals almost 1,800 titles.
- A total of 1,513 **gift items** were received by the Library and the Curriculum Materials Center. Gifts included books, journals, computer software, and media. About 16% of these items were added to the collection. Most of the remainder became part of the annual Library book sale.
- Completed a full **inventory** of the collection during the summer 2009. A total of 158,769 print items and 11,188 media items were inventoried. There were a total of 104 missing items, representing only .06% of the collection. The inventory process is also used to find mis-shelved items.

MEDIA SERVICES

- At the end of fiscal year 2008/2009, the **value of classroom media equipment** on the campus under the oversight and maintenance of AV Services totaled almost \$1,275,000.
- Total **venues with some kind of technology installation** for which AV Services provides oversight and support now number 142. There are a total of 126 media projectors and monitors on campus in classrooms, labs, and conference rooms.

PUBLIC SERVICES

- Continued patron feedback assessment with the **Senior and Freshmen Library Surveys**. The response rate for Seniors was 46% and for Freshmen was 44%. The results of the survey are being reviewed for appropriate responses as part of the Library assessment program. ***[See Selected Accomplishments, page 5]***

TABLES

APPENDICES